



Washington State Combined Fund Drive  
416 Sid Snyder Ave  
PO Box 40250  
Olympia, WA 98504  
[www.cfd.wa.gov](http://www.cfd.wa.gov)

**MEETING MINUTES**  
**WASHINGTON STATE COMBINED FUND DRIVE**  
**ADVISORY COUNCIL**

December 6, 2013  
10:00 a.m. – 12:00 p.m.

**Welcome and introductions:**

Kim Wyman called the meeting to order and welcomed all in attendance. Stephanie Horn began the round of introductions and went over the minutes from the last meeting.

**Attendance:**

**Council Members present:**

Robert Coit (Thurston County Food Bank), Kerri Everly (University of Washington CFD), Lisa Harper (Office of the Governor), Suzanne Klenk (WSECU), Paul Knox (United Way of Thurston County), Dave Nelson (Department of Retirement Systems), Karen White (Community Health Charities of Washington and Idaho), Sara Wilson (Western Washington University), and Polly Zehm (Department of Ecology)

**Staff Members present:**

Stephanie Horn, Philip Kerrigan and Dawn Sanquist

**Year –in-review:**

- Campaign Statistics and Trends
  - Philip handed out the campaign report to date along with the 2013 expense report.
  - Donors are down by about 2,000 but we have gained about 950 brand new donors/pledges.
  - Still trending to be over a \$5 million dollar campaign this year.
- Statewide Initiatives
  - Golf for Veterans Tournament raised \$7,000 for three charities.
  - Masquerade Ball provided \$6,000 for charities. Gross for the ball was \$17,000 so if we could cut down on some costs or get parts sponsored, more could be going to the charities.
  - Typhoon Haiyan Relief Campaign brought in over \$20,000 in 3 ½ weeks.



**Secretary of State**  
*Kim Wyman*

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**Year-to-come:**

- Goals of the CFD
  - Increase participation.
    - A letter from the Governor and Secretary Wyman will be sent out to new employees and retirees with information and giving forms included.
    - CFD should try and reach out to Human Resource (HR) departments and get a packet/information in the new employee orientation packets for agencies. Possibly get on the agenda for a future HR manager group meeting.
  - Improve previous CFD practices.
  - Develop and strengthen relationships with stakeholders.
- 30 year Anniversary
  - Planning a birthday party for the month of July with prizes for donors throughout the month.

**Roundtable topic:**

- Since we ran out of time, sponsorship ideas was tabled for the next meeting.

Next meeting is February 14th, 2014, 10:00 am – 12:00 pm in Secretary Wyman's office.



Secretary of State  
*Kim Wyman*

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